

CHARTER

FUTURE SYSTEMS TECHNOLOGY ADVISORY PANEL

A. Official Designation: The Committee shall be known as the Future Systems Technology Advisory Panel (hereinafter referred to as “the Panel”).

B. Objective and Scope of Activities: The Panel, under the Federal Advisory Committee Act of 1972, as amended (hereinafter referred to as “the FACA”), shall report to and provide the Commissioner of Social Security (“Commissioner”), independent advice and recommendations on the current status of SSA’s systems technology, and a road map to assist the Agency in determining what future systems technologies may be developed to assist SSA in carrying out its statutory mission. Advice and recommendations can relate to SSA’s systems in the area of internet application, customer service, or any other arena that would improve the Agency’s ability to serve the American people.

C. Description of Duties: The duties of the Panel are solely advisory.

D. Panel Membership: The Panel shall be composed of not more than ten members, including: a) members of academia recognized as experts in the area of future computer systems technology; b) members of private industry familiar with the use of computer technology in the customer service, health care, financial and document management field; c) beneficiaries representing SSA’s clientele; and d) SSA experts familiar with the Agency’s policies and practices with regard to its mission.

Panel members appointed by the Commissioner, who are not full time Federal officers or employees, shall serve as Special Government Employees under the authority of 5 U.S.C. § 3109. Panel members shall be appointed on an annual basis by the Commissioner of Social Security. Panel members shall be compensated for their work, including reimbursement for their travel expenses, in accordance with the FACA and its implementing regulations. The Panel members shall recommend the selection of a Chairperson from the total membership.

E. Panel Meetings: The Panel shall meet at least quarterly at a date and time set at the call of the Designated Federal Officer (“DFO”), in consultation with the Chairperson. The Panel may meet at other times on an as needed basis, at a date and time approved by the DFO in consultation with the Chairperson. The DFO will be appointed by the Commissioner and shall be present at all meetings. Six members of the Panel shall constitute a quorum, but a lesser number may meet for information gathering and fact finding purposes only.

Meetings shall be open to the public except as determined otherwise in accordance with the FACA and other applicable law. Due notice of all meetings shall be given to the public. Meetings shall be conducted, and records of the proceedings kept, as required by

applicable laws and regulations. A web site will be maintained for the publication and review of the Panel's documents.

All meetings will be held in accessible locations and reasonable accommodations will be provided to the known needs of the members and the public in accordance with applicable laws and regulations (i.e., interpreters for individuals with hearing impairments and large print copies of materials for individuals with visual impairments).

The Panel is authorized to establish subcommittees, as necessary and consistent with its mission, and these subcommittees shall operate under the provisions of the FACA and appropriate Federal regulations. Such subcommittees shall not work independently of the chartered Panel, and shall report their recommendations and advice to the Panel for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the chartered Panel, nor can they report directly to the Agency or any Federal officers or employees not panel members.

F. Agency Support: SSA shall provide support as deemed necessary for the performance of the Panel's functions, and shall ensure compliance with the requirements of the FACA.

G. Operating Costs: The annual estimated operating costs are \$808,543 which includes 3.6 staff years of support.

H. Consultants: The Panel may also engage additional technical assistance from experts and consultants skilled in computer systems and other future technologies.

I. Reports: The Panel will submit its recommendations to the Commissioner. Preliminary recommendations will be provided within the first year and final recommendations provided within two years after the Panel begins its work.

J. Duration: The Panel is anticipated to be continuing in nature.

K. Termination: This charter shall be in effect for two years from the date it is filed with Congress. After this two-year period, the charter may be renewed in accordance with the terms of the FACA.

Approved:

2/8/08

Date

June 16, 2008

Congressional Filing Date



Commissioner of Social Security

(Date Charter filed with the Committee on Ways and Means of the House of Representatives and the Committee on Finance of the Senate)